



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY GARRISON
FORT DRUM, NEW YORK 13602-5000

REPLY TO
ATTENTION OF

IMNE-DRM-ZA

JUN 05 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Garrison Policy Memorandum #36, Access Control

1. Access to Fort Drum is based on the Force Protection Condition (FPCON) in effect at time of entry.

a. Personnel with Department of Defense (DoD) decals or Identification (ID) cards will be required to produce identification at the entry control point. However, the senior occupant of the vehicle will show his/her identification and may vouch for all other vehicle occupants reducing the time to verify each individual's ID card.

b. Personnel without DoD decals or ID cards, guests, or family members may be required to comply with additional processes or procedures to gain access. Increased FPCON measures may result in additional restrictions, delays, or limitations in gaining access to the installation. Visitors for official business, guests, and immediate family members entering Fort Drum for personal business may be directed to a specific gate(s). The gate(s) selected is based on construction, traffic volume, and other force protection matters.

2. Sponsored Guests. A sponsored guest is defined as a guest who is invited on Fort Drum by a valid military or DoD ID card holder or an individual(s) invited by Fort Drum to attend a special event or meeting conducted on the installation. A guest can be sponsored either in person (sponsor is with guest or meets guest at the gate) or by calling the Directorate of Emergency Services (DES) operations desk, providing guests full name, address, purpose, and dates they will be on Fort Drum. Guests will be allowed on the installation without the sponsor being present if the guest provides a valid photo ID, vehicle registration, and insurance information.

a. Military and DoD family members may sponsor non-family guests who wish to enter Fort Drum if the guests have a valid photo ID.

b. Scheduled deliveries to Fort Drum will be treated as sponsored guests as long as the deliverer has a valid photo ID, destination, and bill of lading.

IMNE-DRM-ZA

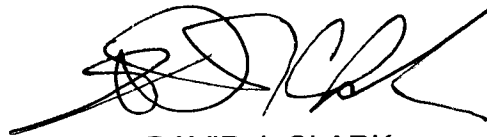
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3. Non-sponsored Visitors. A non-sponsored visitor is defined as an individual or group that has not been invited on Fort Drum by a military or DoD ID card holder, or Fort Drum personnel. Non-sponsored visitors are permitted access to Fort Drum from 0900 – 1800 daily. To gain access to the installation a non-sponsored visitor must provide a valid photo ID. If driving a vehicle, valid vehicle registration and proof of insurance must be presented prior to gaining access to Fort Drum. Non-sponsored visitors are granted access to the installation on a day by day basis for the hours specific above.

4. Passes for Sponsored Guests. Passes will be issued at the access control point guard facilities located at the Main Gate (Memorial Drive), Gas Alley Gate (Rt 26), or Wheeler Sack-Army Airfield Gate unless otherwise directed.

a. Individual Passes. Individual passes will be issued to sponsored guests as required but will not exceed 90 days. After the initial entry, these passes will allow entry for the duration of the visit.

b. Vehicle Passes. Vehicle passes will be issued to all sponsored guests' vehicles that do not possess a DoD decal. These passes will not exceed 90 days and are not required for visits less than 24 hours in duration.

A handwritten signature in black ink, appearing to read 'D. Clark', with a stylized flourish extending from the end.

DAVID J. CLARK
Colonel, Military Police
Garrison Commander

DISTRIBUTION:

A (Garrison Activities)

<https://drum-intra.army.mil>